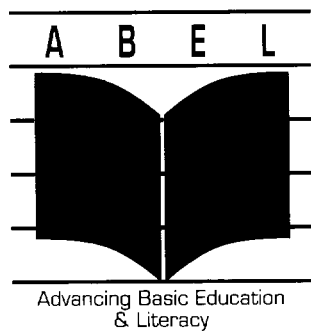


1N-1-1-1


27
8669



DEVELOPMENT OF A GENDER APPROPRIATE CURRICULUM

Prepared by:
Phil Matthews

June 18, 1992



GIRLS' ATTAINMENT IN BASIC LITERACY AND EDUCATION (GABLE)

AGREEMENT No. 612-7-605, PROGRAM No. 612-0240

MALAWI INSTITUTE OF EDUCATION COMPONENT

DEVELOPMENT OF A GENDER APPROPRIATE CURRICULUM

(18th JUNE 1992)

1. PREAMBLE
2. AIMS AND GOALS
3. BACKGROUND
4. OBJECTIVES
5. A GENDER APPROPRIATE CURRICULUM UNIT AT MIE
6. TARGETS FOR PROFESSIONAL ACTIVITIES
7. ESTIMATED COSTS
8. TECHNICAL ASSISTANCE
9. MONITORING AND EVALUATION
10. MODIFICATIONS TO THE PLAN

- APPENDIX I: Part of schedule of MIE curriculum revision activities
- APPENDIX II: MIE's 1992 inservice program
- APPENDIX III: Schedules of equipment, furniture and vehicle costs for Gender Appropriate Curriculum Unit
- APPENDIX IV: Work plan for professional activities of the Gender Appropriate Curriculum lecturer
- APPENDIX V: Schedule of estimated additional costs in Malawi Kwacha to MIE for the development and implementation of the GABLE Gender Appropriate Curriculum activities by activity
- APPENDIX VI: Schedule of estimated additional costs, in Malawi Kwacha, to MIE for the development and implementation of the GABLE Gender Appropriate Curriculum activities by budgetary sub-items

1. PREAMBLE

The plan of operation submitted herein is pursuant to Section 4.1 (g) of the Program Grant Agreement for Girls' Attainment in Basic Literacy and Education between the Government of Malawi and the United States Agency for International Development:

"The Grantee shall furnish to AID:

- (g) evidence that the Grantee has adopted a plan and budgeting mechanism satisfactory to AID for developing a gender appropriate curriculum for use in primary schools, teacher colleges and inservice teacher training. (The plan shall identify requirements for staff, office facilities and housing, equipment, supplies and materials, and technical assistance to implement a program of gender appropriate reform, as well as implementation targets during each year of the Program)".

The four years of the Program are 1992-93 to 1995-96.

2. AIMS AND GOALS

The overall objective of Girls' Attainment in Basic Literacy and Education (GABLE) "is to increase girls' attainment (defined as access, persistence and completion) in primary education" (GABLE PAAD, Volume 1, Executive Summary 1991, p.1). To achieve this purpose GABLE will, amongst other things, support and encourage the development of a curriculum appropriate for both genders through the establishment of a Gender Unit at the Malawi Institute of Education (MIE) and provide funds to support ongoing curriculum development and inservice activities. Wherever possible MIE will ensure that gender appropriateness will be incorporated directly into the various curricula and activities.

3. BACKGROUND

The Government of Malawi is currently engaged in revising the existing primary school curriculum and it is important to be clear as to where GABLE fits in to this ongoing process.

The first phase of the process has been termed the curriculum review. In this phase each syllabus, i.e. the document that details the content to be taught, for each subject for each standard has been revised. Thus there are now revised syllabuses as follows:

- (a) for Standards 1 to 8: English, Mathematics, ChiChewa, Religious Education, Physical Education, Music and Creative Arts;
- (b) for Standards 1 to 4: General Studies;
- (c) for Standards 3 to 8: Needlecraft; and
- (d) for Standards 5 to 8: Agriculture, Science and Health, Social Studies and Home Economics.

The resultant syllabuses have been published. Each school will be issued with one or more syllabuses per stream per standard. This phase has been funded by UNESCO/UNDP, assisted by UNICEF, CODE, GTZ and GOM.

The second phase of curriculum revision, funded by the World Bank, is confined to Standards 1 to 4 and to the Mathematics, English, Chichewa and General Studies curricula. This phase is designed to produce the following material:

- (a) teachers' guides for each of the four subjects, each guide being a separate document;
- (b) a separate pupils' book for each of the four subjects; and
- (c) instructional materials for the four subjects.

The Standard 1 material will shortly be ready for distribution to schools (the teachers' guides and teaching aids have been printed and the pupils' books are being printed) while the Standard 2 material has been trial tested and is ready for printing. For Standard 3 the trial testing material is being printed, while writing the Standard 4 material has started.

It should be noted that MIE has its own curriculum development plan, covering all eight Standards, into which WB funded activities have been integrated. The timetable is shown in Appendix I. MIE is working on producing the teachers' guides, pupils' books and instructional materials for all eight subjects for Standards 1 and 2, the nine subjects for Standards 3 and 4 and the twelve subjects for Standards 5 to 8.

It should be further noted that neither donor nor GOM funds are currently available for printing Standards 1 to 4 material in Religious Education, Physical Education, Music and Creative Arts, for Standards 3 and 4 material in Needlecraft and for Standards 5 to 8 material in all subjects.

4. OBJECTIVES

4.1 The gender appropriate curriculum component of GABLE has five objectives. These are as follows.

4.1.1 To ensure that all Standards 3 to 7 curricula become gender appropriate as they are being revised. For each curriculum in each standard the revision process entails the following:

- (a) meetings and briefing of the members of the subject panels (nine in each of Standards 3 and 4 and twelve in each of Standards 5 to 7) about the directions that the revisions will take;
- (b) writing of draft revisions by designated subject panel members;
- (c) integrating and editing the draft material;
- (d) refining of the drafts during writers' workshops;
- (e) reviewing and, if necessary, rewriting the material;
- (f) printing trial versions of the revised material;
- (g) trial-testing the revised material;
- (h) revising the trial-tested material;
- (i) printing and distributing the revised material; and
- (j) introducing, with accompanying appropriate inservice activities, the new material in all schools.

Steps will be taken to ensure that gender appropriateness will be incorporated into the material being produced at each stage in the revision process.

4.1.2 To produce supplementary gender appropriate curriculum material for Standards 1 and 2 teachers, with a focus on the behaviours of both teachers and pupils.

4.1.3 To develop supplementary gender appropriate materials for the primary teacher training curriculum, with an emphasis (i) on the focus primary school curriculum subjects, i.e. Chichewa, English, Mathematics and General Studies, and (ii) on the various teacher training subjects. In these latter subjects the focus will be on the behaviours of teachers and pupils.

4.1.4 To make all ongoing primary inservice teacher training gender appropriate, e.g. the MIE inservice courses (for inspectors and primary school head teachers), the national INSET courses and the Primary Science Project (see Appendix II for MIE's 1992 inservice program).

4.1.5 To assist senior MOEC officials at headquarters, regional and district offices to become aware of gender issues in their policies and practices.

4.2 In descending order priority will be given to the objectives as follows: (1) Standards 3 to 7 ChiChewa, English and Mathematics curricula, (2) Standards 3 and 4 General Studies curricula, (3) supplementary gender appropriate materials for the primary teacher training curriculum, (4) primary inservice teacher training, (5) supplementary gender appropriate curriculum material for Standards 1 and 2 teachers, (6) developing gender sensitivity in senior officers, and (7) Standards 5 to 7, Agriculture, Science and Health and Social Studies. That is, the top priority will be given to the Standards 3 to 7 ChiChewa, English and Mathematics curricula, through to the lowest priority to the Standards 5 to 7 curricula in Agriculture, Science and Health and Social Studies.

5. A GENDER APPROPRIATE CURRICULUM UNIT AT MIE

5.1 In order to ensure that the above five objectives are met, MOEC proposes (i) to establish a Gender Appropriate Curriculum (GAC) Unit at MIE, (ii) to recruit a GAC lecturer and appoint her to the Unit prior to and the session on the revision of Standard 2 materials (21st June to 3rd July 1992), and (iii) to supply the necessary staff, facilities and equipment to the Unit to support gender appropriate curriculum activities.

5.2 To establish the GAC Unit and to ensure that it functions effectively within MIE, the following are needed:

1. Personnel
 - 1.1 GAC lecturer (Salary: Level I)
 - 1.2 secretary (Salary: Segment L)
 - 1.3 driver (Salary: Segment H)

2. Construction

- 2.1 house for lecturer
- 2.2 two roomed office block

(The construction of 2.1 and 2.2 will be handled by the PIU and will be completed by 31st December 1992).

- 3. Study tours and conference attendance. Ideally, this will consist of two study tours to developing countries where gender appropriate curriculum have been developed and implemented and/or are being developed, and attendance at one conference.
- 4. Equipment, furniture and vehicle (see Appendix III)
 - 4.1 equipment and furniture
 - 4.2 vehicle (one 4X4 Nissan Patrol)
- 5. Support for the professional activities of the GAC lecturer through support for (a) workshops and seminars (including internal travel), (b) printing of material and (c) the provision of material to the MIE library.

5.3 Through working with the appropriate people the task of the GAC lecturer is:

- (a) to become familiar with cultural practices that impinge on gender issues in Malawi through, for example, consulting with educators and community members;
- (b) to brief and train the members of the twelve subject curriculum panels on gender appropriate curriculum through workshops, seminars and the like;
- (c) to assist in and contribute to the writing of gender appropriate draft curricula, in integrating and editing the draft material, in refining the drafts, in reviewing and, if necessary, rewriting the material, in trial-testing the revised curricula, in revising the trial-tested material and in implementing the new curricula in all schools, with priority being given to ChiChewa, English, mathematics and General Studies;
- (d) to assist in and contribute to the preparation of supplementary gender appropriate curriculum material for Standards 1 and 2 teachers, with a focus on the behaviours of both teachers and pupils;
- (e) to brief and train all primary teacher training professional staff on gender appropriate curriculum by the end of the 1992-93 school year;
- (f) to assist in and contribute to developing, throughout the period from the start of the 1993-94 school year to April 31st 1996, supplementary gender appropriate curriculum material for the primary teacher training curricula in the ChiChewa, English, Mathematics and General Studies and in the various other teacher training subjects;
- (g) to assist in and contribute to making gender appropriate all ongoing primary inservice teacher training, e.g. the MIE inservice courses (for inspectors and primary school head teachers), the national INSET courses and the Primary Science Project;
- (h) to brief all senior personnel in the MOEC headquarters and regional

and district officers on gender appropriate curriculum and gender sensitivity in MOEC affairs; and

- (1) to become and remain aware of GABLE's social mobilization campaign and to incorporate its findings in the development of gender appropriate curricula and materials.

5.4 The GAC lecturer is seen as functioning as follows:

5.4.1 When a curriculum is being revised the GAC lecturer will contribute a gender appropriate perspective or orientation to each stage and this will be incorporated as appropriate in the teachers' guides, the pupils' books and the instructional materials;

5.4.2 When inservice courses, workshops, seminars, etc, are being conducted on various topics the GAC lecturer will be expected to contribute one or more sessions to and participate in such courses, etc; and

5.4.3 On occasion an entire course, workshop, seminar, etc, will be devoted to the topic of gender appropriate curriculum. On such occasions, the GAC lecturer will be the person who contributes the most, both organizationally and professionally, to such a course.

6. TARGETS FOR PROFESSIONAL ACTIVITIES

The work plans for the professional activities of the GAC lecturer are given, in detail, in four-monthly blocks, in Appendix IV. For tranche release purposes, the GAC lecturer will have completed the following tasks by the specified dates:

6.1 27th June 1993

1. will have contributed to the introduction of Standard 1 material to the schools;
2. will have contributed to the revision of the Standard 2 material;
3. will have contributed to the trial-testing and revision of the Standard 3 material;
4. will have contributed to the writing of the Standard 4 material;
5. will have planned the production of supplementary material for Standards 1 and 2 teachers and will have produced some of that material;
6. will have almost completed briefing the professional and other staff of the teacher training colleges on gender appropriateness in curriculum, materials and teacher behaviour; and
7. will have contributed gender appropriate perspectives to several MIE sponsored inservice courses, seminars, workshops, etc., and to seminars for senior MOEC personnel.

6.2 27th June 1994

1. will have contributed to the introduction of Standard 2 material to the schools;
2. will have contributed to trial-testing Standard 4 material;
3. will have contributed to the revision of Standard 4 material;

4. will have contributed to the writing of Standard 5 material;
5. will have concluded production of the supplementary material for Standards 1 and 2 teachers;
6. will have almost finished production of Standard 2 supplementary material;
7. will have completed briefing the professional and other staff of the teacher training colleges on gender appropriateness in curriculum, materials and teacher behaviour;
8. will have completed approximately half of the production of supplementary material for the teacher training curricula in the focus and professional subjects; and
9. will have further contributed gender appropriate perspectives to several MIE sponsored inservice courses, seminars, workshops, etc., and to seminars for senior MOEC personnel.

7. ESTIMATED COSTS

The estimated costs, additional to the ongoing budget of MIE, for the Gender Appropriate Curriculum activities are shown in Appendix V. A budget by budgetary sub-items is given in Appendix VI.

8. TECHNICAL ASSISTANCE

The MIE lacks experience in all aspects of the field of gender appropriate curriculum. Therefore technical assistance is needed to guide the GAC lecturer in her work with curriculum revision, the preparation of supplementary materials for Standard 1 and 2 teachers, inservice education, the development of gender sensitivity in senior education officials and the design (including costs) for monitoring and evaluating the impact of the gender appropriate curriculum activities. This technical assistance, specified as a maximum of nine months in three three-month blocks in each of 1992, 1993 and 1994 (see PAAD, Volume 1, pp. 34-35), must be available to MOEC as soon as possible after professional GAC activities start.

9. MONITORING AND EVALUATION

Gender appropriate curriculum activities will be evaluated by independent GABLE evaluation at program mid point and conclusion. The objectives of these evaluations will be to determine whether gender appropriate curricula have been developed and are in use in primary schools and teachers training colleges, and that gender appropriate curriculum perspectives have been included in inservice training courses.

10. MODIFICATIONS TO THE PLAN

Prior notification to USAID/Malawi will be given and prior approval from USAID/Malawi will be sought should the MOEC consider that any modifications or alterations to the plan are needed.

APPENDIX I: PART OF SCHEDULE OF MIE CURRICULUM REVISION ACTIVITIES (PHASE 2), FROM 1st SEPTEMBER 1989 TO 31st DECEMBER 1997

Calendar Year	1989	1990	1991	1992	1993	1994	1995	1996	1997
4 month periods	1 2 3	1 2 3	1 2 3	1 2 3	1 2 3	1 2 3	1 2 3	1 2 3	1 2 3
School year	-89	89-90	90-91	91-92	92-93	93-94	94-95	95-96	96-97
Standard:	1	W--->	T R->	P->	D I				
	2		W--->	T R->	P->	D I			
	3			W-->	T R->	P->	D I		
	4				W--->	T R->	P->	D I	
	5					W--->	T R->	P->	D I
	6						W--->	T R->	P->
	7							W-->	T R->
+Std 1 & 2 teacher material					Std 1 and 2				
+Brief TTC staff					B				
+TTC material						TTC material			
+Inservicing						Inservicing*			
						GABLE PERIOD			

KEY :

- ```

1 = 1st January to 30th April
2 = 1st May to 31st August
3 = 1st September to 30th September (closed)
 1st October to 31st December
W = Writing)
T = Trialling)
R = Revising) teachers' guides, pupils' books and teaching
P = Printing) aids for each standard
D = Distributing)
I = Introducing)
--> = continues into next 4 month period
* = specific activities yet to be determined, but includes
 those for senior MOEC personnel
+ = Additional GAC lecturer activities
B = Briefing

```

**MALAWI INSTITUTE OF EDUCATION**  
in collaboration with  
**MINISTRY OF EDUCATION AND CULTURE**

**OPERATIONAL SCHEDULE FOR 1992**

| DATES                 | ACTIVITY                                                                                     | OBJECTIVES                                                                                                                           | NO. OF PARTICIPANTS | RESOURCE PERSONS                            | VENUE         | ESTIMATED COST   | SOURCE OF FUNDS              |
|-----------------------|----------------------------------------------------------------------------------------------|--------------------------------------------------------------------------------------------------------------------------------------|---------------------|---------------------------------------------|---------------|------------------|------------------------------|
| 5 Jan.-<br>15 Jan.    | ORIENTATION TO AIDS MATERIALS                                                                | To prepare DIS's for monitoring and implementation of Aids Education materials in primary schools                                    | 243                 | MIE, MOEC, AIDSCOM                          | MIE           | K213,706         | AIDSCOM                      |
| 2 Feb.-<br>7 Feb.     | CONVERSION OF DHEO TO DIS                                                                    | To prepare DHEOs for Inspectorate roles in primary schools                                                                           | 70                  | MOEC, MIE                                   | MIE           | K40,002          | MOEC                         |
| 2 Feb.-<br>14 Feb.    | MIE/BU FIELD SUPERVISION (CENTRE AND SOUTH)                                                  | To obtain feedback on the performance of students in their work environments and to provide them with moral and professional support | 55                  | MIE, MOEC                                   | FIELD         | K54,934          | CIDA, MIE, MOEC              |
| 9 Feb.-<br>14 Feb.    | VISITS TO TRIAL SCHOOLS IN THE SOUTH                                                         | To evaluate Standard 2 materials                                                                                                     | 10                  | MIE, MOEC                                   | FIELD         | K7,488<br>K3,209 | GTZ, UNICEF, WORLD BANK, MIE |
| 11 Feb.-<br>14 Feb.   | CURRICULUM CONSULTATIVE MEETING                                                              | To discuss the curriculum review process and prepare plans for implementation                                                        | 10                  | MOEC, REOs, MIE, MANEB, MASTER, UNIMA, TTCs | MIE           | K3,405           | UNESCO/UNDP                  |
| 9 Feb.-<br>21 Feb.    | INSTRUCTIONAL MATERIALS VETTING WORKSHOP                                                     | To vet English and Chichewa instructional materials for Standard Three                                                               | 13                  | MIE, MOEC                                   | MIE           | K14,436          | WORLD BANK                   |
| 16 Feb.-<br>21 Feb.   | VISITS TO TRIAL SCHOOLS IN THE NORTH                                                         | To evaluate Standard 2 materials                                                                                                     | 10                  | MIE, MOEC                                   | FIELD         | K8,986<br>K3,851 | GTZ, UNICEF, WORLD BANK, MIE |
| 8 March-<br>13 March  | VISITS TO TRIAL SCHOOLS IN THE CENTRE & SOUTH                                                | To evaluate Standard 3 materials                                                                                                     | 7                   | MIE, MOEC                                   | FIELD         | K2,216<br>K6,541 | GTZ, UNICEF, WORLD BANK      |
| 12 March-<br>13 March | IN-HOUSE COPE PLANNING WORKSHOP                                                              | To prepare objectives and content of COPE seminar and workshop for key personnel officers and the general public                     | 20                  | MIE, MOEC, COMMUNITY SERVICES               | CAPITAL HOTEL | K5,500           | UNESCO/UNDP                  |
| 19 March-<br>20 March | A FOLLOW-UP COPE SEMINAR FOR KEY PERSONNEL OFFICERS FROM MINISTRIES/ DEPTS. ACROSS THE BOARD | To sensetise key personnel officers to the concept of COPE as reflected in the revised curriculum                                    | 55                  | MIE, MOEC, COMMUNITY SERVICES               | CAPITAL HOTEL | K15,125          | UNESCO/UNDP                  |

| DATES             | ACTIVITY                                                 | OBJECTIVES                                                                                                                              | NO. OF PARTICIPANTS | RESOURCE PERSONS              | VENUE      | ESTIMATED COST     | SOURCE OF FUNDS         |
|-------------------|----------------------------------------------------------|-----------------------------------------------------------------------------------------------------------------------------------------|---------------------|-------------------------------|------------|--------------------|-------------------------|
| 24 March-27 March | A FOLLOW-UP WORKSHOP FOR OFFICERS FROM MINISTRIES/DEPTS. | To sensetise officers to the concept of COPE as reflected in the revised curriculum                                                     | 80                  | MIE, MOEC, COMMUNITY SERVICES | MIE        | K33,396            | UNESCO/UNDP             |
| 29 March-3 April  | WRITERS' PLANNING WORKSHOP FOR SCIENCE                   | To prepare strategies for the development of Science Kits for primary schools                                                           | 40                  | MIE, MOEC                     | MIE        | K22,858            | GTZ                     |
| 5 April-10 April  | INSTRUCTIONAL MATERIALS DEVELOPMENT WORKSHOP             | To develop text structures and determine units for Standard Four Instructional Materials                                                | 85                  | MIE, MOEC, MANEB, UNIMA       | MIE        | K28,572<br>K20,001 | UNESCO/UNDP, WORLD BANK |
| 12 April-17 April | REVISION OF ONE-YEAR TEACHER EDUCATION CURRICULUM        | To revise and align the One-Year Teacher Education Curriculum for Domasi Teachers with the new primary education curriculum             | 50                  | MIE, MOEC                     | MIE        | K24,723            | UNICEF, UNESCO/UNDP     |
| 21 April-1 May    | REVISION OF YEAR II MIE/BU COURSE MODULES                | To review and revise Year II MIE/BU Modules in the light of problems and experiences in teaching the courses                            | 60                  | MIE, MIEATs                   | MIE        | K52,767            | CIDA                    |
| 26 April-1 May    | PLANNING FOR NATIONAL INSET IN CURRICULUM DISSEMINATION  | To plan strategies and prepare training materials for training trainers of teachers in the implementation of the new primary curriculum | 45                  | MIE, MOEC                     | MIE        | K25,715            | UNESCO/UNDP             |
| 27 April-3 June   | MIE/BU TEACHER INSERVICE PROGRAMME: YEAR III             | To upgrade professional and administrative skills of primary school inspectors and school heads                                         | 300                 | MIE, MIEATs                   | DOMASI TTC | K750,688           | CIDA, MIE, MOEC         |
| 8 May             | MIE OPEN DAY                                             | To expose and publicize through products MIE's activities and to create public awareness of the change in primary school curriculum     | -                   | MIE, MOEC                     | MIE        |                    | UNESCO/UNDP, MIE        |
| 10 May-15 May     | EXPERT JUDGEMENT WORKSHOP FOR STD. 2 MATERIALS           | To obtain feedback from assigned experts on the quality of Standard Two instructional materials                                         | 32                  | MIE, EXPERTS                  | MIE        | K35,100<br>K2,000  | MIE, UNICEF, WORLD BANK |
| 31 May-5 June     | GENDER ISSUES IN CURRICULUM DEVELOPMENT                  | To sensitize curriculum developers to issues of gender and how these can be incorporated in the curriculum                              | 25                  | USAID/MIE                     | MIE        | K14,286            | USAID                   |
| 21 June-3 July    | REVISION OF STD. 2 MATERIALS                             | To revise Standard Two materials in the light of evaluation reports and expert judgement                                                | 80                  | MIE, MOEC, MANEB, UNIMA       | MIE        | K34,275<br>K20,565 | UNESCO/UNDP, WORLD BANK |

| DATES             | ACTIVITY                                           | OBJECTIVES                                                                                                                                                                          | NO. OF PARTICIPANTS | RESOURCE PERSONS        | VENUE                    | ESTIMATED COST     | SOURCE OF FUNDS            |
|-------------------|----------------------------------------------------|-------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|---------------------|-------------------------|--------------------------|--------------------|----------------------------|
| 8 July-4 Sept.    | MIE/BU TEACHER IN-SERVICE PROGRAMME: YEAR I AND II | To upgrade professional and administrative skills of primary school inspectors and school heads                                                                                     | 500                 | MIE, MIEATs             | DOMASI TTC               | K1,331,054         | CIDA, MIE, MOEC            |
| 12 July-17 July   | ORIENTATION OF DOMASI TEACHERS' COLLEGE TUTORS     | To orient tutors to the newly revised One-Year Programme                                                                                                                            | 55                  | MIE, MOEC, MANEB, UNIMA | MIE                      | K31,430            | UNICEF                     |
| 6 Sept.-11 Sept   | TRAINING OF TRAINERS FOR NATIONAL INSET            | To train trainers for the preparation of teachers for national curriculum implementation                                                                                            | 325                 | MIE, MOEC, MANEB, UNIMA | MIE                      | K185,721           | UNESCO/UNDP                |
| 13 Sept.-25 Sept. | INSET OF TEACHERS IN ZONES                         | To train teachers in the use of the new curriculum materials                                                                                                                        | 5440                | MIE, MOEC, etc          | FIELD                    | K3,165,536         | UNESCO/UNDP                |
| 20 Sept.-25 Sept. | SCIENCE KITS WORKSHOP                              | To refine the Project Matrix and Plan of operations for the Project                                                                                                                 | 30                  | MIE, MOEC, etc          | MIE                      | K17,144            | GTZ                        |
| 20 Sept.-25 Sept. | ORIENTATION OF STD. 3 TEACHERS                     | To prepare Standard Three teachers and heads of trial schools to implement the Std. 3 trial materials effectively;<br><br>To distribute the Standard Three materials to the schools | 55                  | MIE, MOEC, MANEB, UNIMA | MIE                      | K31,430            | UNESCO/UNDP                |
| 25 Sept.-18 Oct.  | STUDY TOURS FOR MIE AND MOEC STAFF                 | To provide professionals with further experiences in curriculum development processes                                                                                               | 4                   | MIE, MOEC               | EAST AND SOUTHERN AFRICA |                    | UNESCO/UNDP                |
| 11 Oct.-16 Oct.   | INSTRUCTIONAL MATERIALS DEVELOPMENT WORKSHOP       | To refine instructional materials for Standard Four                                                                                                                                 | 80                  | MIE, MOEC, MANEB, UNIMA | MIE                      | K17,143<br>K28,573 | UNESCO/UNDP,<br>WORLD BANK |
| 1 Nov.-9 Nov.     | VISITS TO TRIAL SCHOOLS IN THE NORTH               | To evaluate Standard Three materials                                                                                                                                                | 10                  | MIE, MOEC               | FIELD                    | K5,435<br>K12,682  | WORLD BANK,<br>UNICEF      |
| 15 Nov.-27 Nov.   | VISITS TO TRIAL SCHOOLS IN THE SOUTH & CENTRE      | To evaluate Standard Three materials                                                                                                                                                | 10                  | MIE, MOEC               | FIELD                    | K23,018            | WORLD BANK                 |
| 6 Dec.-13 Dec.    | INSTRUCTIONAL MATERIALS DEVELOPMENT WORKSHOP       | To vet Standard Four materials                                                                                                                                                      | 120                 | MIE, MOEC, MANEB, UNIMA | MIE                      | K28,558<br>K39,982 | UNESCO/UNDP,<br>WORLD BANK |

APPENDIX III: SCHEDULES OF EQUIPMENT, FURNITURE AND VEHICLE COSTS FOR  
GENDER APPROPRIATE CURRICULUM UNIT AT MIE

1. EQUIPMENT (see 4.2 in Appendix I and sub-item 308 in Appendix II)

1.1 Office equipment

|                              | UNIT COST | COST   |
|------------------------------|-----------|--------|
| 1 x photocopier              | 24,400.00 | 24,000 |
| 1 x duplicator               | 7,400.00  | 7,400  |
| 1 x electric typewriter      | 4,500.00  | 4,500  |
| 2 x 4-drawer filing cabinets | 892.00    | 1,784  |
| 2 x office fans              | 305.00    | 610    |
| 2 x 2-bar heaters            | 250.00    | 500    |
|                              | SUBTOTAL  | 38,794 |

1.2 Computer equipment

|                            |                          |        |
|----------------------------|--------------------------|--------|
| 1 x Macintosh computer     | 6,500.00                 | 6,500  |
| 1 x Printer                | 2,800.00                 | 2,800  |
| 1 x Universal Power Supply | 1,502.00                 | 1,502  |
|                            | SUBTOTAL                 | 10,802 |
|                            | TOTAL                    | 49,596 |
|                            | PLUS 15% FOR DEVALUATION | 7,439  |
|                            | TOTAL                    | 57,035 |

2. FURNITURE (see 4.3 in Appendix V and sub-item 309 in Appendix VI)

|                            |                          |              |
|----------------------------|--------------------------|--------------|
| 2 x writing tables (desks) | 425.00                   | 850          |
| 2 x easy chairs            | 182.00                   | 364          |
| 2 x book shelves           | 235.00                   | 470          |
| 1 x coffee table           | 152.00                   | 304          |
| 2 x telephones             |                          | (not costed) |
| curtains                   |                          | (not costed) |
|                            | TOTAL                    | 1,988        |
|                            | PLUS 15% FOR DEVALUATION | 298          |
|                            | TOTAL                    | 2,286        |

3. VEHICLE (see 4.1.1 in Appendix V and sub-item 311 in Appendix VI)

|             |                          |         |
|-------------|--------------------------|---------|
| 1 x vehicle | 95,000.00                | 95,000  |
|             | SUBTOTAL                 | 95,000  |
|             | PLUS 15% FOR DEVALUATION | 14,250  |
|             | TOTAL                    | 109,250 |

APPENDIX IV: WORK PLAN FOR PROFESSIONAL ACTIVITIES OF THE GENDER APPROPRIATE CURRICULUM LECTURER

By the dates given the Gender Appropriate Lecturer will have:

1. 31st December 1992

- 1.1 contributed to and concluded contribution to revising Standard 2 material;
- 1.2 contributed to and concluded contribution to writing Standard 3 material;
- 1.3 started work on producing supplementary material for Standard 1.
- 1.4 assisted in trialling Standard 3 material;
- 1.5 started contributing to writing Standard 4 material;
- 1.6 continued work on producing supplementary material for Standard 1; and
- 1.7 started briefing teacher training college staff on gender appropriate curriculum.

2. 30th April 1993

- 2.1 contributed to revision of Standard 3 material;
- 2.2 continued contributing to writing Standard 4 material;
- 2.3 concluded work on producing Standard 1 supplementary material; and
- 2.4 concluded briefing teacher training college staff on gender appropriate curriculum.

3. 31st August 1993

- 3.1 concluded contribution to revision of Standard 3 material;
- 3.2 contributed to and concluded contribution to writing of Standard 4 material;
- 3.3 started work on producing supplementary material for Standard 2; and
- 3.4 started work on producing supplementary material for teacher training college subjects.

4. 31st December 1993

- 4.1 contributed to introducing Standard 2 material into schools;
- 4.2 assisted in trialling Standard 4 material;
- 4.3 contributed to writing Standard 5 material;
- 4.4 continued work on producing supplementary material for Standard 2; and
- 4.5 continued work on producing supplementary material for teacher training college subjects.

5. 30th April 1994

- 5.1 contributed to revision of Standard 4 material;
- 5.2 continued contribution to writing Standard 5 materials;
- 5.3 continued and concluded work on producing supplementary material for Standard 2; and
- 5.4 continued work on producing supplementary material for teacher training college subjects.

6. 31st August 1994

- 6.1 continued and concluded contribution to revision of Standard 4 material;
- 6.2 continued and concluded contribution to writing of Standard 5 material; and
- 6.3 continued work on producing supplementary material for teacher training college subjects.

7. 31st December 1994

- 7.1 contributed to the introduction of Standard 3 material;
- 7.2 assisted in trialling Standard 5 material;
- 7.3 contributed to writing Standard 6 material; and
- 7.4 continued work on producing supplementary material for teacher training college subjects.

8. 30th April 1995

- 8.1 contributed to the revision of Standard 5 material;
- 8.2 continued contribution to writing Standard 6 material; and
- 8.3 continued work on producing supplementary material for teacher training college subjects.

9. 31st August 1995

- 9.1 continued and concluded contribution to revision of Standard 5 material;
- 9.2 continued and contributed to writing of Standard 6 material; and
- 9.3 continued work on producing supplementary material for teacher training college subjects.

10. 31st December 1995

- 10.1 contributed to the introduction of Standard 4 material;
- 10.2 assisted in trialling Standard 6 material;
- 10.3 have contributed to writing Standard 7 material; and
- 10.4 continued work on producing supplementary material for teacher training college subjects.

11. 31st April 1996

- 11.1 contributed to revision of Standard 6 material;
- 11.2 continued contribution to writing Standard 7 material; and
- 11.3 concluded work on producing supplementary material for teacher training college subjects.

APPENDIX V: Schedule of estimated additional costs, in Malawi Kwacha, to MIE for the development and implementation of the GABLE Gender Appropriate Curriculum activities by activity

|                                                          | Y E A R        |                |                |                | TOTAL            |
|----------------------------------------------------------|----------------|----------------|----------------|----------------|------------------|
|                                                          | 1992-93*       | 1993-94        | 1994-95        | 1995-96        |                  |
| 1. Salaries of personnel                                 |                |                |                |                |                  |
| 1.1 GAC lecturer                                         | 19,530         | 26,040         | 26,040         | 26,040         | 97,650           |
| 1.2 secretary                                            | 5,490          | 7,320          | 7,320          | 7,320          | 27,450           |
| 1.3 driver                                               | 3,906          | 5,208          | 5,208          | 5,208          | 19,530           |
| 2. Construction                                          |                |                |                |                |                  |
| 2.1 house (lecturer)                                     | 120,000        | -              | -              | -              | 120,000          |
| 2.2 office block                                         | 60,000         | -              | -              | -              | 60,000           |
| 3. Study tours                                           | 11,250         | 15,000         | 15,000         | 15,000         | 56,250           |
| 4. Purchase of equipment and supplies                    |                |                |                |                |                  |
| 4.1.1 vehicle                                            | 109,250        | -              | -              | -              | 109,250          |
| 4.1.2 petrol/oil etc                                     | 7,500          | 10,000         | 10,000         | 10,000         | 37,500           |
| 4.1.3 maintenance                                        | 3,750          | 5,000          | 5,000          | 5,000          | 18,750           |
| 4.2 equipment                                            | 57,035         | -              | -              | -              | 57,035           |
| 4.3 furniture                                            | 2,286          | -              | -              | -              | 2,286            |
| 4.4 supplies                                             | 2,250          | 3,000          | 3,000          | 3,000          | 11,250           |
| 5. Professional activities                               |                |                |                |                |                  |
| 5.1 briefings, inservice courses, seminars and workshops | 60,000         | 80,000         | 80,000         | 80,000         | 300,000          |
| 5.2 Stds 1 & 2 supplementary materials                   | -              | 50,000         | 50,000         | 50,000         | 150,000          |
| 5.3 printing Std 5 materials                             | -              | 40,000         | 40,000         | 40,000         | 120,000          |
| 5.4 tchr trng supplementary materials                    | -              | -              | 40,000         | 40,000         | 80,000           |
| 5.5 Library materials                                    | 1,500          | 2,000          | 2,000          | 2,000          | 7,500            |
| 5.6 Malawi travel                                        | 10,800         | 14,400         | 14,400         | 14,400         | 54,000           |
| 5.7 Telephone charges                                    | 3,750          | 5,000          | 5,000          | 5,000          | 18,750           |
| TOTALS                                                   | <u>478,297</u> | <u>262,968</u> | <u>302,968</u> | <u>302,968</u> | <u>1,347,201</u> |

KEY: \* = 1st July 1992 to 30th March 1993

NOTE: Prices as at 01.06.92.

(See next page for notes on some entries)



## NOTES

- (1) 1 Salaries: Lecturer: Level I at MK26,040 per annum  
Secretary: Segment L at MK7,320 per annum  
Driver: Segment H at MK5,208 per annum
- (2) 3 Two study tours, to developing countries where gender appropriate curriculum have been developed and implemented and/or are being developed, and one conference.
- (3) 4.2 See Appendix III.
- (4) 4.3 See Appendix IV
- (5) 5.1 Two separate types of costs are involved. (1) MIE have a large inservice education program, which reaches hundreds of teachers, headteachers, inspectors and others (see Appendix II). As some GAC activities will be added into this program a contribution is to be made towards MIE inservice and training activities. (2) Some activities will be separate and these require costs for the entire activity.
- (6) 5.2, 5.3 and 5.4 These are printing costs. These are contributions of (a) MK75,000 for the printing of supplementary material for Standards 1 and 2 teachers, (b) MK120,000 for getting the Standard 5 material to proof reading stage, and (c) MK40,000 for each of two years for printing of supplementary material for primary teacher training.
- (7) 5.5 It is essential that the MIE professional library have material on gender appropriateness, both generally and for each subject: this is so that the professional staff can develop their own expertise in the field and eventually will not have to rely exclusively on the GAC lecturer. The allocated amount, K7,500, might buy some thirty to forty books, when both purchase price and postage costs are taken into account.
- (8) 5.6 Malawi travel. The following calculations are actual current allowances for the government officers of the ranks given:  
Rest house charges: Lecturer: 80 days x K80 = K6,400  
Subsistence allowance: Lecturer: 80 days x K43 = K3,440  
Driver: 80 days x K57 = K4,560  
The estimate of number of days in the field (which could include weekend nights) is an estimate, but 80 days does not seem an unreasonable estimate.

APPENDIX VI: Schedule of estimated additional costs, in Malawi Kwacha, to MIE for the development and implementation of the GABLE Gender Appropriate Curriculum activities by budgetary sub-items

| SUB-ITEM | SUB-ITEM DESCRIPTION | YEARS    |         |         |         | TOTALS    |
|----------|----------------------|----------|---------|---------|---------|-----------|
|          |                      | 1992-93* | 1993-94 | 1994-95 | 1995-96 |           |
| 001      | Salaries lecturer    | 19,530   | 26,040  | 26,040  | 26,040  | 97,650    |
|          | secretary            | 5,490    | 7,320   | 7,320   | 7,320   | 27,450    |
|          | driver               | 3,906    | 5,208   | 5,208   | 5,208   | 19,530    |
| 107      | Consumable stores    | 750      | 1,000   | 1,000   | 1,000   | 3,750     |
| 112      | External travel      | 7,500    | 10,000  | 10,000  | 10,000  | 37,500    |
| 113      | ET allowance         | 3,750    | 5,000   | 5,000   | 5,000   | 18,750    |
| 116      | Fuel & lubricants*   | 7,500    | 10,000  | 10,000  | 10,000  | 37,500    |
| 121      | Rest house charges   | 4,800    | 6,400   | 6,400   | 6,400   | 24,000    |
| 123      | Internal training    | 60,000   | 80,000  | 80,000  | 80,000  | 300,000   |
| 131      | Maintenance          | 3,750    | 5,000   | 5,000   | 5,000   | 18,750    |
| 138      | Printing Stds 1+2    | -        | 50,000  | 50,000  | 50,000  | 150,000   |
|          | Std 5                | -        | 40,000  | 40,000  | 40,000  | 120,000   |
|          | Tchr trng            | -        | -       | 40,000  | 40,000  | 80,000    |
| 146      | Stationery           | 1,500    | 2,000   | 2,000   | 2,000   | 7,500     |
| 147      | Subs.allow: lecturer | 2,580    | 3,440   | 3,440   | 3,440   | 12,900    |
|          | driver               | 3,420    | 4,560   | 4,560   | 4,560   | 17,100    |
| 148      | Telephone charges    | 3,750    | 5,000   | 5,000   | 5,000   | 18,750    |
| 303      | House: lecturer      | 120,000  | -       | -       | -       | 120,000   |
|          | Office block         | 60,000   | -       | -       | -       | 60,000    |
| 308      | Equipment & plant    | 57,035   | -       | -       | -       | 57,035    |
| 309      | Furniture/fittings   | 2,286    | -       | -       | -       | 2,286     |
| 311      | Motor vehicle        | 109,250  | -       | -       | -       | 109,250   |
| 335      | Library books        | 1,500    | 2,000   | 2,000   | 2,000   | 7,500     |
|          | TOTALS               | 478,297  | 262,968 | 302,968 | 302,968 | 1,347,201 |

\* 01.07.92 to 31.03.93

NOTE 1: As in some cases the relationship between entries in Appendix V and sub-items in Appendix VI is not clear the following shows those relationships:

Appendix VI      Appendix V

107 and 146 = 4.4 Supplies  
 112 and 113 = 3 Study tours  
 121 and 147 = 5.6 Malawi travel  
 123 = 5.1 Briefings, etc

NOTE 2: Prices as at 01.06.92

SCHEDULE FOR MIE FOR 1992-93 TO 1995-96

NOTE: building schedule for GAC lecturer house and for office block not yet included in schedule

YEAR: 1992

|           |          |                                                                        |
|-----------|----------|------------------------------------------------------------------------|
| July      | 01.07.92 | GABLE Gender Appropriate Curriculum lecturer takes up position         |
|           | 01.07.92 | House rented for GAC lecturer for five months                          |
| August    | 01.08.92 | Secretary for GAC lecturer takes up position                           |
| September | 01.09.92 | Technical Assistant in place                                           |
| November  | 30.11.92 | Rent of house terminates and GAC lecturer in GABLE funded house at MIE |
|           | 30.11.92 | Technical Assistant concludes consultancy                              |

1st July to 31st December 1992

During this period the GAC lecturer will have:

- (1) contributed to and concluded contribution to revising Standard 2 material;
- (2) contributed to and concluded contribution to writing Standard 3 material;
- (3) started work on producing supplementary material for Standard 1.
- (4) assisted in trialling Standard 3 material;
- (5) started contributing to writing Standard 4 material;
- (6) continued work on producing supplementary material for Standard 1; and
- (7) started briefing teacher training college staff on gender appropriate curriculum.

YEAR: 1993

1st January 1993 to 30th April 1993

During this period the GAC lecturer will have:

- (1) contributed to revision of Standard 3 material;
- (2) continued contributing to writing Standard 4 material;
- (3) concluded work on producing Standard 1 supplementary material; and
- (4) concluded briefing teacher training college staff on gender appropriate curriculum.

1st May to 31st August 1993 (See 27th June 1993 below)

During this period the GAC lecturer will have

- (1) concluded contribution to revision of Standard 3 material;
- (2) contributed to and concluded contribution to writing of Standard 4 material;

SCHEDMIE 2

- (3) started work on producing supplementary material for Standard 2; and
- (4) started work on producing supplementary material for teacher training college subjects.

27th June 1993

An assessment will be made to see whether the conditions for the release of Tranche 2 funds have been met. The assessment will determine whether the GAC lecturer:

- (a) has contributed to the introduction of Standard 1 material to the schools;
- (b) has contributed to the revision of the Standard 2 material;
- (c) will have contributed to the trial-testing and revision of the Standard 3 material;
- (d) has contributed to the writing of the Standard 4 material;
- (e) has planned the production of supplementary material for Standards 1 and 2 teachers and will have produced some of that material;
- (f) has almost completed briefing the professional and other staff of the teacher training colleges on gender appropriateness in curriculum, materials and teacher behaviour; and
- (g) has contributed gender appropriate perspectives to several MIE sponsored inservice courses, seminars, workshops, etc., and to seminars for senior MOEC personnel.

1st September to 31st December 1993

During this period the GAC lecturer will have:

- (1) contributed to introducing Standard 2 material into schools;
- (2) assisted in trialling Standard 4 material;
- (3) contributed to writing Standard 5 material;
- (4) continued work on producing supplementary material for Standard 2; and
- (5) continued work on producing supplementary material for teacher training college subjects.

YEAR: 1994

1st January to 30th April 1994

During this period the GAC lecturer will have:

- (1) contributed to revision of Standard 4 material;
- (2) continued contribution to writing Standard 5 materials;
- (3) continued and concluded work on producing supplementary material for Standard 2; and
- (4) continued work on producing supplementary material for teacher training college subjects.

1st May to 1st August 1994 (See 27th June 1994 below)

During this period the GAC lecturer will have:

- (1) continued and concluded contribution to revision of Standard 4 material;
- (2) continued and concluded contribution to writing of Standard 5 material;
- and

- (3) continued work on producing supplementary material for teacher training college subjects.

27th June 1994

An assessment will be made to see whether the conditions for the release of Tranche 3 funds have been met. The assessment will determine whether the GAC lecturer:

- (a) has contributed to the introduction of Standard 2 material to the schools;
- (b) has contributed to trial-testing Standard 4 material;
- (c) has contributed to the revision of Standard 4 material;
- (d) has contributed to the writing of Standard 5 material;
- (e) has concluded production of the supplementary material for Standards 1 and 2 teachers;
- (f) has almost finished production of Standard 2 supplementary material;
- (g) has completed briefing the professional and other staff of the teacher training colleges on gender appropriateness in curriculum, materials and teacher behaviour;
- (h) has completed approximately half of the production of supplementary material for the teacher training curricula in the focus and professional subjects; and
- (i) has further contributed gender appropriate perspectives to several MIE sponsored inservice courses, seminars, workshops, etc., and to seminars for senior MOEC personnel.

1st September to 31st December 1994

During this period the GAC lecturer will have:

- (1) contributed to the introduction of Standard 3 material;
- (2) assisted in trialling Standard 5 material;
- (3) contributed to writing Standard 6 material; and
- (4) continued work on producing supplementary material for teacher training college subjects.

YEAR: 1995

1st January to 30th April 1995

During this period the GAC lecturer will have:

- (1) contributed to the revision of Standard 5 material;
- (2) continued contribution to writing Standard 6 material; and
- (3) continued work on producing supplementary material for teacher training college subjects.

1st May to 31st August 1995

During this period the GAC lecturer will have:

- (1) continued and concluded contribution to revision of Standard 5 material;
- (2) continued and contributed to writing of Standard 6 material; and
- (3) continued work on producing supplementary material for teacher training college subjects.

1st September to 31st December 1995

During this period the GAC lecturer will have:

- (1) contributed to the introduction of Standard 4 material;
- (2) assisted in trialling Standard 6 material;
- (3) have contributed to writing Standard 7 material; and
- (4) continued work on producing supplementary material for teacher training college subjects.

**YEAR: 1996**

1st January to 30th April 1996

During this period the GAC lecturer will have:

- (1) contributed to revision of Standard 6 material;
  - (2) continued contribution to writing Standard 7 material; and
  - (3) concluded work on producing supplementary material for teacher training college subjects.
-